87. *Latrines.*—Arrangements shall be made either to dig trenches as latrines for the workers or to mark off with flags sites to leeward of, and not less than 200 yards from, the camp, where the people may be allowed to ease themselves. In either case suitable latrine accommodation shall be provided separately for dependents in the kitchen, hospital patients and the work staff.

88. *Markets on Works.*—When it is necessary to have a market for the supply of food at a relief work itself the Charge Officer shall see—

(*a*) that the shops are located where they can be most easily protected and that they are guarded as far as may be necessary;

(*b*) that only wholesome articles of food are offered for sale, food unfit for human consumption being confiscated and destroyed;

(*c*) that correct weights and measures are used;

(*d*) that the prices current on the work are notified daily on a board placed in a conspicuous part of the market;

(*e*) that only persons approved by him are allowed to open, or keep open, shops at or near the work;

(*f*) that if competition is insufficient to ensure fair prices being charged, the matter is at once reported to the Collector.

89. *Weekly progress report.*—The Charge Officer shall despatch daily post cards in Form 8, showing numbers relieved and expenditure incurred on the preceding day, to the Collector, the Executive Engineer and the Public Works Sub-Divisional Officer. He shall also prepare and submit direct to the Collector a brief general report in Form 9.

(ii) *Admission and Classification of Applicants for Relief*

90. *Admission of applicant for relief.*—At every work a place indicated by a conspicuous flag shall be fixed for the admission of applicants and shall be visited twice a day by the Charge Officer. A subordinate shall be in attendance every day, including rest-days, throughout the day to classify the applicants and draft them to the work.

91. *Classification of workers and dependents.*—The workers and their dependents shall be classified as follows:—

Workers

Class A.—Mates of gangs (gangers) and special gangs	...	Men only.
„ B.—Adults employed on digging or some equivalent labour	...	Men. / Women.
„ C.—Adults employed on carrying or some equivalent labour	...	Men. / Women.
„ D.—Children of both sexes, between the ages of ten and fourteen, who are fit to work.		

Dependents

Class E.—Adult dependents, including hospital patients and those attending on them.		Men. / Women.
„ F.—Children between the ages of ten and fourteen, incapable of labour.		
„ G.—Children over seven but under ten.		
„ H.—Children under seven but not in arms.		
„ I.—Children in arms.		

Class A shall include, besides gangers, others holding a slightly responsible position and labourers with special qualifications, such as quarrymen, whom it is necessary to entertain for the proper control of the labour or prosecution of the work. Sweepers, water-carriers, ward servants and other menials shall be selected as far as possible from the relief workers and shall be classified as baove in accordance with the degree or difficulty of their work.

(iii) *Charges and Gangs*

92. *Relief charge.*—A relief "charge" shall ordinarily contain not more than 3,000 workers. When there are more than one charge on a work, each

charge shall be separate and self-contained with its full establishment. In the case of works which will not accommodate a full charge the Executive Engineer, in consultation with the Collector, shall fix the maximum number of workers to be admitted.

93. *Persons for whom there is no room on a work.*—Persons for whom there is no room on a work shall nevertheless be registered, formed into gangs and paid the allowance for dependents until they are put to work. They shall be drafted as soon as possible to another work where there is room for them.

94. *Numbers in a gang.*—The number of workers in a gang shall not ordinarily exceed fifty. They shall elect their own headman or ganger. Members of a family, with their dependents, shall all be included in the same gang and persons from one village shall also be ganged together, as far as possible. The ganger shall work with the gang and his earnings, including the extra pice, shall, like theirs, depend on results

95. *Charge Officer to form gangs.*—The Charge Officer shall himself make the division of workers into gangs and shall sign the nominal roll of each gang (section 122). Without his sanction or that of a superior officer, no changes in, or additions to, gangs shall be allowed.

96. *Constitution of gangs.*—On all works on which earth work is the main form of relief, care shall always be taken to arrange, if possible, that the numbers of diggers (class B) and carriers (classes C and D), respectively, in each gang or sub-gang are exactly proportionate to the work to be done, so that each member of the gang may be enabled to earn the full wage. When the proportion of carriers to diggers is excessive, the superfluous carriers shall be employed on digging, being given for class C two-thirds, and for class D one-third, of the digger's task and receiving only the C or D class wage. Similarly when the proportion of diggers is excessive, the superfluous diggers shall be employed on carrying, being given 1½ times the C class (carriers') task and receiving the B class wage.

97. *New-comers.*—New-comers shall ordinarily be placed in small separate gangs so that they may be more lightly tasked for the first fortnight or until they become accustomed to the work.

98. *Weakly gangs.*—All weakly persons shall be formed into separate gangs.

99. *Nursing mothers.*—Nursing mothers, that is, women having children at breast who are too young to receive cooked rations, shall be classed as ordinary workers if both mother and child be healthy and in good condition, and as weakly persons under section 98 if either mother or child be weakly or in poor condition. If either mother or child be sick or in bad condition, the relief shall be on the scale for dependents.

100. *Aboriginal tribes and immigrants.*—Members of the aboriginal tribes and immigrants from Indian States shall, as far as possible, be put in separate gangs. Menials, *e.g.*, sweepers, water-carriers, &c., employed on duties connected with the charge shall also be ganged separately.

(iv) *Tasks*

101. *Standard tasks.*—The standard tasks shall be as given in Tables A, B, C and D attached to Appendix V.

102 *Variation of task.*—The Collector shall have power, with the previous sanction of the Commissioner, to vary the task from time to time. Provided the weakly gangs are separated under section 98, this power of varying the task will be the most effective means of relaxing or tightening the conditions of relief. The task should be reduced on the appearance of any signs of deterioration among the workers generally. It may safely be raised if the workers are in good condition and relief work appears to be unduly attractive. The task should be raised in this way when the approach of the rains makes it desirable to divert labour to the fields.